CA-PMM

Project Name: Strategic Offender Mgmt System (SOMS)

OCIO Project #: 5225-113
Department: CA Dept. of Corrections & Rehabilitation
Reporting Period: *From:* 6/6/09 *To:* 7/7/09

Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones:
List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Create Baseline Project Implementation Schedule	6/1/09	8/15/09	Delayed	Release 0 - Electronic Records Management System (ERMS) and Release 1A (R1A) schedules reviewed with project team.	
Complete State-Wide Solution Demonstrations	7/15/09	7/15/09	On Target	Revising objectives of the state-wide demos and associated schedule.	
Begin C-File Back File Conversion	10/5/09	10/5/09	On Target		

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".
* *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	x			
Milestones	x			
Deliverables	x			
Resources		x		Continue recruitment for unfilled positions and seek to leverage resources available from business partners.
One Time Cost		x		Determine additional funding requirements to address systems integrator / project staffing deficiencies and potential sources to secure funding.
Continuing Cost		x		Monitor budget reduction activities and begin planning for shortfall.

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	**0** Green	User Project Managers are key project participants in the project. Additionally, site visits and requirements gathering efforts include representatives from varying institutions.
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	**0** Green	The selected SOMS solution is based off of similar solutions implemented in other state correctional systems and meets 90% of the functionality out of the box.
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	**0** Green	Although the multi-year project schedule has not yet been delivered, early phase schedules are under way and support ongoing work efforts to ensure project progress.
	5% to 10%	1		
	>10%	2		
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	**0** Green	Current budget numbers indicate a minimal variance from initial estimates.
	5% to 10%	1		
	>10%	2		
5. High-Probability, High-Impact Risks	0 to 3	0	**0** Green	Very few risks have been deemed high-probability / high-impact risks. Those identified to date include budget reductions and shortfall in personnel.
	4 to 6	1		
	>6	2		

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6. Unresolved Issues (on time resolution)	On time	0	**0**	Green	Frequent status reports and meetings track early-identified issues and related action items to avoid unresolved issues.
	Late with no impact	1			
	Late impacting the critical path	2			
7. Sponsorship Commitment	Fully engaged	0	**0**	Green	The SOMS project sponsors remain informed, engaged, and in attendance of regular meetings to ensure project success.
	Partially engaged	1			
	Inadequate engagement	2			
8. Strategy Alignment	Strong alignment	0	**0**	Green	The SOMS solution aligns with the department's strategic goals to increase efficiency and effectiveness of operations required to ensure safety of offenders, public, staff and law enforcement agencies.
	Partial alignment	1			
	Weak or no alignment	2			
9. Value-to-Business	Strong	0	**0**	Green	The SOMS solution adds business value by moving from paper-based manual processes to an electronic system, providing easy access to institutional data, supporting metrics analysis / reporting, and lowering long-term personnel costs.
	Medium	1			
	Weak	2			

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	**0**	Green	The vendor was selected using a thorough and complete RFP and procurement process. HP / EDS is a global systems integrator with a solid financial portfolio, proven track record, and multiple demonstrated successful implementations of similar corrections solutions in other U.S. states.
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	**0**	Green	While schedule development is underway, the project team continues to make progress according to initial estimates.
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	**0**	Green	While schedule development is underway, the project team continues to make progress through ongoing submission of project deliverables.
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	**1**	Yellow	Resource shortfalls continue to challenge the SOMS project due to budget reductions, state-imposed furlough days, and limited resource pools.
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	**0**	Green	Overtime utilization is not yet a factor of the SOMS project.
	15-25%	1			
	>25%	2			

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15. Team Effectiveness	Highly Effective	0	0 Green	A cooperative, collaborative, and effective project culture is developing as the project moves from the storming to the norming phase of the project evolution.
	Moderately Effective	1		
	Ineffective	2		
	Total	**1**	**G**	

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale

The vendor was selected using a thorough and complete RFP and procurement process. HP / EDS is a global systems integrator with a solid financial portfolio, proven track record, and multiple demonstrated successful implementations of similar corrections solutions in other U.S. states.